

IDAHO BOARD OF DRINKING WATER & WASTEWATER PROFESSIONALS
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Board Meeting Minutes of 11/6/2019

BOARD MEMBERS PRESENT: Michael W Shepherd - Chair
Paul D Sifford
Jerri Henry
Brad D Andersen
Michael S Parker
Daniel J Messier

BOARD MEMBERS ABSENT: Dr. Joan M Cloonan

BUREAU STAFF: Kelley Packer, Bureau Chief
Dawn Hall, Deputy Bureau Chief
Julie Eavenson, Administrative Support Manager
Lori Peel, Investigative Unit Manager
Nicholas Krema, General Counsel
Rob McQuade, Legal Counsel
Dicsie Gullick, Board Specialist

OTHERS PRESENT: Shelley Roberts, Idaho Rural Water Association

The meeting was called to order at 8:30 AM MDT by Michael W Shepherd.

APPROVAL OF MINUTES

Mr. Messier made a motion to approve the minutes of August 7, 2019 and August 28, 2019. It was seconded by Mr. Sifford. Motion carried.

[INVESTIGATIVE REPORT](#)

Ms. Peel gave the investigative report, which is linked above.

LAWS AND RULES

Ms. Packer presented a legislative update. She explained the changes which will be made to the Bureau's statute which will streamline honorariums and other administrative processes. She also explained that the Board would be doing a full rules review next year.

EXECUTIVE SESSION

Mr. Messier made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code 74-106(9). The purpose of the executive session was to discuss documents relating to the fitness of a licensee to retain a license or registration. It was seconded by Mr. Parker. The vote was: Mr. Messier, aye; Mr. Parker, aye; Mr. Sifford, aye; Ms. Henry, aye; Mr. Andersen, aye; and Mr. Shepherd, aye. Motion carried.

Mr. Messier made a motion to come out of executive session. It was seconded by Mr. Parker. Motion carried.

DISCIPLINE

Mr. Nelson presented a memorandum regarding case number WWP-2020-1 in executive session. After the Board came out of executive session, it gave recommendations for appropriate discipline.

Mr. Nelson presented a Stipulation and Consent Order in case number WWP-2019-2. Mr. Messier made a motion to approve the Consent Order and allow the Board chair to sign on behalf of the Board. It was seconded by Ms. Henry. Motion carried.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$325,359.84 as of September 30, 2019.

OLD BUSINESS

The Board reviewed the To Do List and no action was taken.

NEW BUSINESS

NEXT MEETING was scheduled for February 5, 2020 at 8:30 AM MST.
A second meeting was scheduled for May 6, 2020 at 8:30 AM MDT.
A third meeting was scheduled for August 5, 2020 at 8:30 AM MDT.
A fourth meeting was scheduled for November 4, 2020 at 8:30 AM MST.

WATER/WASTEWATER APPRENTICESHIP PROGRAM

Ms. Roberts presented the Board with an update on Idaho Rural Water Association's (IRWA) apprenticeship program. IRWA is in the process of making changes to their program that have been recommended by the Department of Labor that will help them comply with federal regulations. There are currently 11 registered apprentices enrolled in the program. There are currently 20-30 applicants on a waiting list and IRWA is working to place them at systems.

FORMATION OF SUBCOMMITTEES

Mr. Sifford made a motion to appoint Mr. Messier, Mr. Parker and Ms. Henry as a subcommittee to work with Rob on a full rules review. It was seconded by Mr. Andersen. Motion carried.

CONFERENCE UPDATES AND ATTENDANCE

Mr. Shepherd gave a report regarding the meeting held at the Pacific Northwest Clean Water Association Conference in Portland, Oregon. The meeting was regarding using the ABC Certification for endorsement licensing. As the laws and rules are written it would not be possible since the certification does not require responsible charge time.

The Board discussed the Association of Boards of Certification (ABC) Annual Conference being held in Mobile, Alabama in January. Mr. Messier made a motion to authorize expenditure for two Board members and an administrative staff member to attend the conference, tentatively Mr. Shepherd, Mr. Andersen and Ms. Gullick. The Board chair can authorize a replacement attendee if one is needed. It was seconded by Mr. Parker. Motion carried.

DISCUSSION REGARDING EXAM FEES

Ms. Hall presented the Board with a report regarding how much the Board has been paying for exams to ABC versus how much the Board is receiving in exam fees. For the past few years the Board has not raised their exam fees at the same rate as ABC and has been charging less for the exam than it is charged by ABC. Mr. Sifford made a motion to begin charging the applicants the exact same as what the Board is charged by ABC for each exam. It was seconded by Mr. Messier. Motion Carried.

DISCUSSION REGARDING CONTINUING EDUCATION APPROVAL PROCESS

The Board discussed the continuing education approval process for conferences. Mr. Messier made a motion to approve each conference as a whole while retaining the authority to deny individual classes, if necessary. It was seconded by Ms. Henry. Motion carried.

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Messier, aye; Mr. Sifford, aye; Ms. Henry, aye; Mr. Andersen, aye; Mr. Parker, aye; and Mr. Shepherd, aye. Motion carried.

Mr. Messier made a motion to come out of executive session. It was seconded by Mr. Parker. Motion carried.

UPDATE TO WEB PAGE

The Board reviewed a draft of the web page regarding Board meeting dates and application deadlines, as well as information regarding examinations. Mr. Andersen made a motion to accept the changes as written and have the Bureau draft additional language regarding double check devices for Backflow Assembly Testers with Board chair review. It was seconded by Mr. Messier. Motion carried.

CE COURSES

Approved Courses

CITY OF BOISE

OVERVIEW OF HRSD, MARLEY TAYLOR AND MOOREFIELD

TECHNOLOGYS - 0.1 – WW

BROWN AND CALDWELL

MERIDIAN WRRF OPERATOR TRAINING – 0.4 – WW

US ENVIRONMENTAL PROTECTION AGENCY, WATER SECURITY DIVISION

ADAPTING TO EXTREME WEATHER EVENTS – 0.1 – DW-WW

EPA AREA WIDE OPTIMIZATION PROGRAM

STANDARD OPERATING PROCEDURE DEVELOPMENT, SURFACE

WATER TREATMENT FACILITIES – 0.6 – DW

D2000 SAFETY

EXCAVATION SAFETY COMPETENT PERSON – 0.7 – DW-WW

DEQ-CDA

STANDARD OPERATING PROCEDURES – 0.6 – DW

DISTRIBUTION SYSTEM OPTIMIZATION FLUSHING PROGRAM – 0.6 – DW

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WATER DISTRIBUTION III & IV REVIEW – 0.65 – DW

EXECUTIVE SESSION

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Mr. Messier made a motion to come out of executive session. It was seconded by Mr. Parker. Motion carried.

APPLICATIONS

Mr. Parker made a motion to approve the following for licensure:

BILLINGTON DEVIN T	DWD1-23553
HINRICHS MICHAEL A	DWD2-23619
HINRICHS MICHAEL A	DWT1-23620
MCDANIEL RICHARD GAROLD	DWD1-23666
HARTELL CASEY D	WWC1-23612
PEREZ JAIME ESTRADA	WWC1-23667
RIGGS CHAD DANIEL	WWT1-23669
RODMAN MICHAEL A	WWC1-23679
WILLIAMS JOSHUA TODD	WWC1-23673

It was seconded by Mr. Messier. Motion carried.

Mr. Parker made a motion to approve the following for examination:

901134363
901156178
901162324
901052143
901130419
901130990
901127242
901156022
901076169
901170607
901170434
901151530
901146002
901130950
901140066
901170559
901166244
901121615
901163345
901138431
901144447
901170390

It was seconded by Mr. Messier. Motion carried.

Mr. Parker made a motion to approve the following pending receipt of additional information review by a Board member:

901162234
901033387
901095457
901170444
901143987
901131027
901114976
901163897
901170433
901170432
901116861
901116861
901131027
901127242
901114976
901170475
901158940
901158940

It was seconded by Mr. Messier. Motion carried.

Mr. Parker made a motion to approve the following for examination:

901146002

It was seconded by Mr. Messier. Motion carried. Mr. Sifford was recused from discussion and voting.

ADJOURNMENT

Mr. Parker made a motion to adjourn the meeting at 12:27 PM MDT. It was seconded by Mr. Sifford. Motion carried.

Michael W Shepherd, Chair

Paul D Sifford

Daniel J Messier

Dr Joan M Cloonan

Jerri Henry

Brad D Andersen

Michael S Parker

Kelley Packer, Bureau Chief